ARC Monthly Bulletin – January 2014

Valuable information for ARC's customers

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1. FY15 Agreement Lifecycle

We look forward to another successful year providing shared services to our customers. We are currently working to ensure our annual administrative agreements will be distributed late spring or early summer, allowing sufficient time to work together to obtain a signed agreement and continuing our partnership. In addition, our franchise services staff will be planning spring customer visits. Please reach out to your customer service representative if you would like to setup time to discuss your interagency agreement with us.

Contact Michael Satterfield at 304-480-5527 or michael.satterfield@fiscal.treasury.gov for more information.

2. Changes in email Domain for Financial Management Services (FMS) and the Bureau of the Public Debt (BPD)

This is an exciting change in our next step to identify ourselves as Fiscal Service. Our new domain name is "fiscal.treasury.gov" beginning January 1, 2014 for all individual emails; however our group mailboxes remain @bpd.treas.gov. All emails sent to our existing FMS.treas.gov and BPD.treas.gov emails will continue to be accepted until further notice.

Contact Michael Satterfield at 304-480-5227 or michael.satterfield@fiscal.treasury.gov for more information.

3. Budget Object Class Listing for Fiscal Year 2014

After the release of the OMB Circular A-11, our Budget group has reviewed and updated the Budget Object Class listing for Fiscal Year 2014. Several modifications were made to existing codes relating to moving expenses, real estate transactions, relocation, capital lease for ADP equipment and various other codes. In addition, there were three new codes added: GSA law enforcement vehicle mileage usage lease cost, household goods – taxable and GSA law enforcement vehicle monthly lease cost.

The complete FY 2014 BOC listing is available on your customer page under Guidance / References Financial Management section. A summary page showing all changes can be found at the beginning of the document.

Contact Amy Stephens at 304-480-5354 or BudgetARC@bpd.treas.gov for more information.

4. Electronic Official Personnel Folder (eOPF) Conversion Completed

OPM's initiative to convert all paper Official Personnel Folders (OPF) to electronic format is nearing completion for all Fiscal Service human resources customers. Over the past several years, Fiscal Service has been facilitating the multi-phase process of converting over 15,000 OPF's into electronic format. In January 2014, the following bureaus -- United States Mint, Bureau of Engraving and Printing (Western Currency Facility), Alcohol and Tobacco Tax and Trade Bureau, and Treasury Inspector General for Tax Administration -- will "go live" thus completing the final phase of the process. Employees of those agencies will be receiving additional guidance and instruction on accessing their eOPFs.

Contact David Bright at 304-480-8230 or david.bright@fiscal.treasury.gov for more information.

5. PRISM Training

We provide PRISM refresher training to assist our customers in their efforts to effectively transition newly hired staff and meet other potential training needs. This training is provided to our customers at no additional charge. We will conduct PRISM Buyer and PRISM Requisitioner training February 18 through February 20, 2014 in Washington, DC. All current PRISM users will receive information, via email, about how to sign up for the classes.

For more information, please contact PRISM Support at 304-480-8000 (Option 2) or prismsupport@bpd.treas.gov.

6. DISCOVERER Training

We DISCOVERER refresher training to assist our customers in their efforts to effectively transition newly hired staff and meet other potential training needs. This training is provided to our customers at no additional charge. We will conduct Discover Plus and Viewer training sessions February 11 through February 13, 2014. All current Discover users will receive information, via email, about how to sign up for the classes.

For more information, please contact Oracle Support at 304-480-8000 (Option 3) or OracleSupportTeam@bpd.treas.gov.

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